

DISCLOSURE DIVISION

☒ **WAIVER REQUEST**
☐ **ANSWER**
☐ **RECONSIDERATION REQUEST**
☐ **UNTIMELY**

DATE: 10/30/2020

DOCKET #:

Ashley Wimberley, Director
Disclosure Division

FILER INFORMATION

Name: Ms. Donna Steele
Address: 25184 Blitzens Way, Angie, LA 70426
Office/Position: Washington Parish Hospital Service District 1
Dates of Service: 2019-2020
Number of Disclosures and/or Amendments Filed with Agency: 2

REPORT INFORMATION

Name of Report: Hospital Service District/Public Trust Authority Disclosure for 2019
Report ID: HD19000027
Original Due Date: 1/30/2019
NOD Received: N/A - First Filing
PFD/Answer Due Date based on NOD: 1/30/2019
PFD/Answer Filed: 4/9/2019

LATE FEE INFORMATION

Amount of Late Fee: \$1500
Days late from receipt of NOD: 69
Total days late from initial due date: 0
Late Fee Order Received: 9/23/2020
Payment/Waiver Request Due Date: 10/13/2020
Waiver Request Received: 10/2/2020

COMMENTS:

Donna Steele is seeking a waiver for the late filing of her 2019 Hospital Disclosure. Ms. Steele stated she was elected to the Hospital Service District Board of Directors in January 2019. Upon appointment, she immediately completed a "Public Trust Authority Disclosure Statement". The assistant to the CEO of the hospital asked her to complete the form and give back to her stating she would mail it in on her behalf. Once she completed the form, she hand-delivered it to the CEO's assistant at the hospital, and was assured that it would be mailed out the same day. Ms. Steele stated she never received any communication from the assistant stating otherwise. This is her first acknowledgement of any fines associated with this report, as she was unaware that the report was not filed on time or that there were any delinquencies associated with it. Ms. Steele stated "as a freshman board member", she urges the Ethics Board to please consider waiving her fee. She ensures that she will perform her duties to the fullest in meeting all requirements and deadlines associated with the Riverside Medical Center, Hospital Service District Board of Directors in the future.

This is Ms. Steele's first late filing and first late fee assessment.

OTHER LATE FEE INFORMATION

Disclosure Statements:

- Other Outstanding Statements: No
- Other Outstanding Late Fees: No
- Prior Late Fees: No
- Reassessed Late Fees: No

Campaign Finance:

- Outstanding Late Fees: No
- Prior Late Fees: No

October 2, 2020

Louisiana Board of Ethics

P.O. Box 4368

Baton Rouge, La. 70821

To whom it may concern:

I am writing in response to a certified letter I received on September 29, 2020 regarding a late fee assessment- Report: HD 19000027. I was elected to the hospital service district board of directors in January 2019. Upon installation, I immediately completed the Public Trust Authority Disclosure Statement. I am requesting a waiver to this late fee assessment and fine. The assistant to the CEO of the hospital asked me to complete the form and give back to her stating she would mail it in for me. I completed the form in January 2019 and hand delivered it to the CEO's assistant at the hospital. She informed me she would mail it out that day. I never received any communication from her stating otherwise. Also, this is my first acknowledgement of any late fee or fines associated with this report and I was unaware that the report was not filed on time or that there were any delinquencies associated with it. As a freshman board member, I urge you to please consider waiving this fee and ensure that I will perform my duties to the fullest in meeting all requirements and deadlines associated with the hospital service district board of directors d/b/a Riverside Medical Center and the Louisiana Board of Ethics. Thank you for your time and consideration regarding this matter.

Sincerely,



Donna Steele